



DEPARTMENT OF RECREATION

Marc Elrich
County Executive

Robin Riley
Director

MEMORANDUM

September 11, 2019

TO: Rising Star Middle School Basketball Team
Coaches/ Team Managers

FROM: Kristofor Sewer
League Director

SUBJECT: Winter 2020 League Information

A. LEAGUE ACTIVITY NUMBERS

5th Grade Boys	Activity #:	67758 – Saturday and Sunday
6th Grade Boys	Activity #:	67759 – Saturday and Sunday
7th Grade Boys	Activity #:	67760 – Saturday and Sunday
8th Grade Boys	Activity #:	67761 – Saturday and Sunday
5th Grade Girls	Activity #:	67762 – Saturday and Sunday
6th Grade Girls	Activity #:	67763 – Saturday and Sunday
7th Grade Girls	Activity #:	67764 – Saturday and Sunday
8th Grade Girls	Activity #:	67765 – Saturday and Sunday
Basketball Practice	Activity #:	67768 – Monday through Friday

B. *NEW:

- a. Rising Star has been condensed into three divisions. Potomac Division 1, Chesapeake Division 2 and Patriot Division 3.
 - i. Please see Team Eligibility section under LEAGUE RULES & ELIGIBILITY for more details.
- b. Roster size limit has been changed to 12 players.
- c. League fee is \$1200.00. Early bird registration fee is \$1050.00.
- d. Practice Fee is \$165.00.

Countywide Programs

C. DIVISION ASSIGNMENTS

Each Rising Star Grade Level may have up to three divisions (divided by skill level) depending on the number of teams that register unless the minimum number of required teams has not been met. Grade levels and/ or divisions may be combined if necessary. The League structure is based on grade level (ex. if a team has 7th and 8th graders, then the team must play in the 8th grade). Please indicate on your team registration form the grade level of your team, boys or girls, and the division level that you would prefer to play in. Review the Rising Star Division Descriptions document included in the manager's packet before selecting a division. The League Director reserves the right to place a team in the appropriate division based on previous performance record. League Director reserves the right to turn teams away or recommend for the MCR Youth basketball league based on previous record or skill level.

Desired grade level and division assignments should be submitted with registration no later than Friday, November 29, 2019. The final date for grade level and division changes will be Wednesday, December 4, 2019.

D. REGISTRATION PROCESS (*CONTINUATION FROM WINTER 2019*)

Registration begins Monday, 9/16 and ends Friday, 11/29/2019. Online Registration is now a two-part process. Online registration through <http://activemontgomery.org/> is strongly encouraged. Registration can be completed on the web through Active Montgomery or in submitted in person (4010 Randolph Rd).

1. Registration and payment of the team fee is completed by a team manager or coach. During the online registration process, each team manager or coach will be prompted to accept the waiver of liability, agree to the Coach, Parent and Spectator Code of Conduct and review the Concussion Information Sheet. Also, a code will be created by the team manager or coach and sent to the parents to use during Individual Enrollment.
2. *Each parent will complete the Individual Enrollment process which includes accepting the Waiver of Liability, agreeing to the Parent/ Spectator Code of Conduct through Active Montgomery and reviewing the Concussion Information Sheet. Team Managers and Coaches can access their team roster through <http://activemontgomery.org/>.
 - a. ***NEW*** If you register your team online, you have the immediate access to view your team roster.
 - b. ***NEW*** If you did not register the team and wish for a coach, assistant coach or team manager to have access to your team roster, you must send a request by email to the League Director to be granted access.
 - i. ***NEW*** Please note the added parties must create their own Active Montgomery account in order to be granted access.
3. Tutorials with instructions is provided for team managers/ coaches and parents to complete this process. Individuals unable to complete the Individual Enrollment process through Active Montgomery are required to complete the paper version of each form. Those forms are:
 - a. Individual Enrollment Form (includes the waiver of liability)
 - b. Coach, Parent and Spectator Code of Conduct (included on a single form)
 - c. Review Concussion Information Sheet
4. PLEASE DO NOT SUBMIT THE OLD VERSION of any signed documents (Spectator Code of Conduct or Coaches Code of Ethics). Completion of these forms is required prior to each new season.

Free Agents are not accepted or added to teams by MCR and a free agent list is not kept. A Team Registration form, Roster form and payment (full or half by payment plan) must be in the Montgomery

County Department of Recreation's Registrar's Office no later than **Friday, November 22, 2019**. Completion of the process and forms listed above are required for each new season, regardless of participation in previous seasons.

5. Additional Forms (submitted by team if needed)
 - a. **Game Schedule Consideration Form** (See Scheduling Considerations section)
 - b. **Practice Request Form** (See Practice Request section)
 - c. **Background Screening Form** – (See Coaches Background Check section) Required by all new coaches, including assistant coaches.

***Teams that have not completed the registration process above and submitted payment will not be added to the game schedule and thus will not be included in the winter 2020 season.**

***Per Montgomery County Policy, refunds will not be given to teams that withdraw after the game schedules are posted. Withdrawal Policy -**

<https://montgomerycountymd.gov/rec/howto/withdraw.html>

E. FEES & PAYMENT METHODS

Each team must pay in order to be registered. The fees per team are as follows:

- \$1200.00 per team – League fee for Montgomery County residents.
- \$1250.00 per team – League fee for Non-County residents.
- \$165.00 per team – League fee for practice slot.
- *NEW* -\$150.00 Early Bird Discount per team registration September 16 – October 16.

If your team is composed of more than half out of county residents, then your team fee will be the Non-County fee.

Payment Plans are available. Payment plans require payment of 50% of the league fee during registration and 50% of the fee paid no later than Monday, January 27, 2020 at the close of business. Failure to complete payment plan on January 27 will result forfeiture of all remaining games. ***NEW*** The final balance will be deducted from the credit card used for the initial registration unless the payer specifies otherwise. Teams that submit payment by cash or check are responsible for providing the final payment on or before the deadline.

There are 4 methods of payment:

- Online Registration with credit/ debit card – www.activemontgomery.org
- Check or Money Order - Make out Checks to: **Active Montgomery**
- Mail – Registration and Payment can be mailed to:
 - Montgomery County Department of Recreation Registrar's Office 4010 Randolph Road
Silver Spring, MD 20902
- Fax with credit card information – 240-777-6818

The fee includes two (2) IAABO officials per game, staff, and facilities for games, awards, and equipment.

Each team must provide uniforms and practice time. Practice time is available for purchase through Montgomery County Recreation during the winter season and unavailable during the summer season. Please see PRACTICE REQUEST section for details.

Countywide Programs

F. LEAGUE RULES & ELIGIBILITY

- League Rules and Policies are included with the Coaches Handbook. Each team manager/ coach is required to review and be familiar with the league rules.
- Player Eligibility
 - 4th graders are permitted to participate in the 5th grade Rising Star League.
 - 3rd graders or below are *not* eligible.
 - Players may participate on ONE team per grade level.
 - *Teams must participate in the highest grade level of the players on their team roster. (example: a team of all 7th graders and one 8th grader must participate in the 8th grade league.)
- ***NEW*** Team Eligibility
 - Rising Star divisions have been condensed and grade levels will consist of three divisions (Potomac Division 1, Chesapeake Division 2 and Patriot Division 3).
 - Any team considering participation in Rising Star should consider/ fit the following criteria:
 - Participate in one or more state or national tournaments yearly.
 - Participate in Amateur Athletic Union sponsored tournaments yearly.
 - Participate in multiple advanced, high skill level leagues yearly.
 - Participated in the Rising Star Winter Playoff upper bracket in 2019.
 - Conducted tryouts to add more skilled players capable of competing against Patriot Division 3 level teams.
 - Practice twice or more weekly.
 - Liberty Division 4 teams are recommended to register for Patriot Division 3 if they:
 - Won regular season games by average point margin of 10 points or more.
 - Finished with 75% winning percentage or better in the regular season.
 - Won their division.
 - Finished in the top half of their division.
 - Had a successful playoff run.
 - Won their playoff bracket in 2019.
 - Atlantic Division 5 teams are recommended to register for Patriot Division 3 if they:
 - Finished with 75% winning percentage or better in the regular season.
 - Won their division.
 - Finished in the top half of their division.
 - Had a successful playoff run.
 - Won their playoff bracket in 2019.
 - ***NEW*** MCR Youth Basketball League is offering an alternative option called the "Intermediate (All Competitive)".
 - This is an option for advanced teams that are not Rising Star level teams.
 - Each County Area (Mid-East, Bethesda/ Potomac and Upper County) has registration open for this division.
 - Teams that do not fit one or more of the criteria listed above should consider the "Intermediate (All Competitive) option.
 - ***NEW*** Teams from the Liberty 4 or Atlantic Division 5 should register for the MCR Youth Basketball Intermediate (All Competitive) Division if they:
 - Finished with less than a 50% winning percentage.
 - Had a negative point differential in Winter 2019.

League Director reserves the right to make exceptions for the good of the league/ division or recommend teams for youth recreation league.

G. GAMES

- League Start Date – Saturday and Sunday, January 11 and 12, 2020.
- Projected End Date – Sunday, February 29, 2020.
- Projected Playoff Start and End Date – March 7 through March 22, 2020.
- Absolute last date for games – Sunday, March 22, 2020.
- Games will be played on Holiday weekends.
- Each team is guaranteed to play eight (8) games. Each team will play 1 game per weekend and possibly 2 games some weekends.
- ***NEW:** Playoffs are included during the winter season for *ALL* teams.
 - Teams must confirm their participation in the post season playoff in writing prior to the posting of the brackets.
- Games will be played on Saturdays and Sundays, at MCPS high school and Middle school gyms as well as MCR Community Centers.
- Game Start Times (Every 1 hour and 10 minutes) – Saturdays 10:00 a.m. through 8:40 p.m.

H. SCHEDULE REQUEST CONSIDERATIONS

All schedule requests must be submitted, in writing via (Game Schedule Request Form) to the Sports Team by **Wednesday, December 4, 2019. Schedule requests will not be considered after this date. The accommodation of scheduling requests is not guaranteed.**

Requests are limited to one per team. Teams/ Organizations that have multiple teams (more than 2) are required and encouraged to have an assistant coach for each team to assist in resolving scheduling conflicts.

I. PRACTICE REQUEST

Practices begin Monday, December 2, 2019. Registered teams that are unable to acquire practice time through on their own may request a practice slot through the League Director. The fee is \$165.00 for the season. Practice slots 1 hour per week. Practice slots are reserved for teams in Montgomery County only.

- ***NEW*** The Basketball Practice activity will be activated and available for registration starting on Tuesday, November 19, 2019.
 - Interested teams should wait for confirmation of practice slot availability from the League Director prior to submitting registration for practice.
- League director will contact each team starting Monday, November 18 with available options. Each team will receive an email with a practice permit once a practice slot has been confirmed.
- Practice assignments are first come, first served based on the following:
 - Completion of league registration and payment.
 - Submission of a practice request form with team information and team manager/ coach contact information.
 - Completion of Individual enrollment by players (at least 8 players).
 - Signed coaches code and signed spectator code.
- Due to high demand and limited availability,
 - one practice will be assigned per team in need.

- practice slots may be unavailable in your area.
- practice slot may be half court depending on location.
- Additional practices will be available for purchase after those teams are taken care of. Additional assignments are subject to availability.

J. **LEAGUE MEETING**

The coaches/managers Meeting will be hosted on **Tuesday, December 3, 2019, beginning at 6:30 p.m. via conference call.** Each registered team will be provided a conference phone number and log in code one week prior to the meeting date. League division structure and league information and changes will be reviewed at this time. A league update will be sent to all registered teams after the meeting. **At least one representative per team is required to attend.**

COACH'S BACKGROUND CHECK

All coaches and assistant coaches of any youth sports team must complete the background screening process, through Montgomery County.

- Team managers are not required to be fingerprinted and background screened if not coaching.
- If you have completed the background check through MCR and have coached in a program within the past 2 years and are on file, you are not required to complete the process again.
 - If you are unsure of your status, please email the League Director and provide your full name, team/ organization name and when you think you were last fingerprinted through MCR.
- Background screening completed through other agencies such as MCPS are not accepted by MCR. This information is not shared between MCR and other organizations or agencies.
- Complete and sign the background screening form.
- Email the form to HR office Rec.HR@montgomerycountymd.gov or fax it to 240-777-6857.
- Contact the HR office Rec.HR@montgomerycountymd.gov or call 240-777-4997 to schedule an appoint to be fingerprinted after the form has been sent in is submitted. A valid government issued photo ID is required at the time of fingerprinting.

Thank you for taking an interest in the Winter 2020 Rising Star Middle School Basketball League. Please contact Kristofor Sewer at 240-777-6912, if you have any further questions concerning the league.

e-mail: Kristofor.Sewer@montgomerycountymd.gov